

January 14, 2009

TO: MCAAB Budget Committee Members

FR: Frank Taylor, Director

RE: Budget Committee Meeting Notice

The Macomb Community Action Advisory Board's Budget Committee will meet:

Wednesday, January 21, 2009 at 11:30 A.M.

**VerKuilen Building, MI Works! Conference Room-Suite 11 (Enter through Door D)
21885 Dunham Road**

Lunch will be served at 11:30 a.m. Business meeting will begin at approximately 11:45 a.m.

A G E N D A

1. Call to Order
2. Determination of a Quorum
3. Approval of the Agenda
4. Approval of November 19, 2008 minutes (Attached)
5. Public Comment
6. Head Start Peer Review Preparation Update (Attached) – K. Nicosia
7. Recommendation to Approve November through December 2008 Financial Statements – (Attached) M. Olszak
8. Recommendation to Receive and File Budget Summary - (Attached) M. Olszak
9. Recommendation to Receive and File Special Assistance Grant Summary- (Attached) M. Olszak
10. Recommendation to Receive and File Cash Donations Report - (Attached) M. Olszak
11. Recommendation to Revise Financial Procedures Manual - Procurement Process - (Attached) M. Olszak
12. Emerging Issues
13. Other Business
14. Adjournment

Persons with disabilities needing accommodations to attend, please contact MCCSA, at 21885 Dunham Road, Clinton Township, MI 48036. Phone: (586) 469-6999 A three (3) day notice is required. TDD#: (586) 469-5962